



NATIONAL POWER CORPORATION

NOTICE TO PROCEED

31 July 2023

Mr. JASON IVAN L. CO,
Sales Executive
DOÑA ALEJANDRA, INC.
Ground Floor ESNA Building
No. 30 Timog Avenue, Quezon City
E-mail: ivan.co@dai-solutions.ph

SUBJECT: NOTICE RE: PURCHASE ORDER NO. 058749-NIY

Dear **Mr. Co:**

Pursuant to Purchase Order No. **058749-NIY**, in the total amount of **₱ 206,700.00** for the **Supply and Delivery of Toner Cartridges, Canon ImageClass MF635CX, Canon 045 & Sixteen (16) Other Items** intended for **OM-Energy Services Department** under PR No. **HO-ESD23-001 (Item Nos. 1 - 17)**, you are hereby required to effect delivery of the goods within the period specified in the Purchase Order.

Failure to comply with the delivery period from receipt of this Notice to Proceed will result to the imposition of sanctions/penalties as prescribed by law.

Very truly yours,

ATTY. ROGEL T. TEVES
Vice President, Power Engineering Services

Cf: Mr. A. R. Japon, VP-Admin & Finance
Atty. P. D. Mabbagu, SDM-Admin
Mr. R. A. Villarin, DM-Logistics
Ms. M. B. Matias, Corp. Staff Analyst A - ESD

Received and Acknowledged by: Jason Ivan L. Co
Authorized Representative

Date: 08/01/2023

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